

**MUHLENBERG SCHOOL BOARD**  
**Regular Board Meeting Agenda**  
**February 13, 2019**  
**School – Lecture Hall**  
[www.muhsdk12.org](http://www.muhsdk12.org)

**I. Roll Call**

**II. Pledge of Allegiance to the Flag**

**III. Educational Presentation**

A. Second Reading of Policy No. 707, *Use of Facilities* - Dr. Joseph E. Macharola

**IV. Hearing of Visitors**

Muhlenberg School District taxpayers and residents have an opportunity, at this time, to comment on matters of concern, official action, or deliberation which are or may be before the Muhlenberg School Board. The Board retains the option to accept all public comment at this time. Presentations should be limited to two minutes per person. In the event that the Board determines that there is not sufficient time for residents or taxpayers of the School District to comment, the Board may defer the comment period to the next regular meeting.

**V. Committee Reports**

A. Berks County Intermediate Unit	Mr. Randall R. Madara
B. Reading Muhlenberg CTC	Mrs. Cindy L. Mengle
C. Berks County Tax Collection Committee	Mr. Shane M. Mathias/Mr. Otto Voit, III
D. PSBA Liaison	Mr. John Love
E. Muhlenberg Community Library	Mr. Randall R. Madara/Mrs. Lori Madara
F. Muhlenberg Township/Laureldale Borough Liaison	Mr. J. Tony Lupia, Jr.
G. Educational Programs	Dr. Alan S. Futrick

**VI. Solicitor's Comments**

**VII. Superintendent's Comments**

**VIII. Board Business**

**A. Personnel – Resolution Nos. 146A – 146L**

**1. Resolution No. 146A – Acceptance of Resignation**

Resolved, that the Board of Education of the Muhlenberg School District accept the following resignation (Exhibit A-1):

- a) Mr. Nathaniel Bentley, Assistant Principal, Muhlenberg Elementary Center, effective pending release from the Muhlenberg School District as per PA School Code.
- b) Mr. David M. Luckenbaugh, Music/Band Director, Muhlenberg High School, *resignation for the purpose of retirement*, effective June 6, 2019.

## **2. Resolution No. 146B – Professional Appointments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following professional appointments (Exhibit A-2):

- a) Mr. Eric Bieber, Special Education Teacher (A. Viscuso), C. E. Cole Intermediate School, effective January 24, 2019, at a prorated salary of \$45,749 (B, 16 Steps from the Top).
- b) Ms. Nicole Rohrbach, Long-Term Substitute, Science (C. Luft), Muhlenberg Middle School, effective retroactively to November 12, 2018 through an undetermined date, at a prorated salary of \$51,046 (M, 18 Steps from the Top).
- c) Mr. Zachary McDonough, Long-Term Substitute, Second Grade (C. Oxenford), Muhlenberg Elementary Center, effective January 22, 2019 through on or about March 29, 2019, at a prorated salary of \$51,046 (M, 18 Steps from the Top).
- d) Ms. Cierra Etchberger, Long-Term Substitute, Special Education, C. E. Cole Intermediate School, effective on February 11, 2019 through the end of the 2018-2019 school year, at a prorated salary of \$42,732 (B, 18 Steps from the Top).
- e) Ms. Sarah Kopetsky, Long-Term Substitute, First Grade (A. Rohrbaugh), Muhlenberg Elementary Center, effective February 13, 2019 through on or about March 31, 2020, at a prorated salary of \$42,732 (B, 18 Steps from the Top).

## **3. Resolution No. 146C – Mentor Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentor assignments at the professional rate of \$30.00 per hour for the 2018-2019 school year (Exhibit A-3):

- a) Mr. Steve Stambaugh, mentor for Ms. Nicole Rohrbach, Long-Term Substitute, Science, Muhlenberg Middle School, for thirty (30) hours.
- b) Mrs. Alicia Houser, mentor for Mr. Eric Bieber, Special Education Teacher, C. E. Cole Intermediate School, for thirty (30) hours.
- c) Ms. Inga Hobbs, mentor for Mr. Zachary McDonough, Long-Term Substitute, Second Grade, Muhlenberg Elementary Center, for thirty (30) hours.
- d) Mrs. Cary Rowe, mentor for Ms. Cierra Etchberger, Long-Term Substitute, Special Education, C. E. Cole Intermediate School, for thirty (30) hours.

## **4. Resolution No. 146D – Substitutes for the 2018-2019 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of substitutes for the 2018-2019 school year as presented (Exhibit A-4).

## **5. Resolution No. 146E – Bus Monitors for the Second Semester of the 2018-2019 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the following staff members at C. E. Cole Intermediate School to serve as bus monitors for the second semester of the 2018-2019 school year at the pay rate of \$10.50 per hour (Exhibit A-5):

- |                            |                            |
|----------------------------|----------------------------|
| a) Ms. Laura Zubey         | e) Ms. Marion Schleinkofer |
| b) Ms. Erin Wentzel        | f) Ms. Cindy Tomasi        |
| c) Ms. Virginia Hornberger | g) Mr. Bill Sellars        |
| d) Mr. David Angove        | h) Mr. Eric Bieber         |

**6. Resolution No. 146F – Request for Leave of Absence/FMLA**

Resolved, that the Board of Education of the Muhlenberg School District approve the request for a leave of absence and FMLA leave for the following employees:

- a) Mrs. Megan Charles, Special Education Teacher, Muhlenberg Elementary Center, Leave of Absence/FMLA, effective on or about April 25, 2019 through the end of the 2018-2019 school year.
- b) Mrs. Elizabeth A. Kaylor, Class A Secretary, Muhlenberg High School, Leave of Absence/FMLA, effective on or about July 22, 2019 through on or about September 16, 2019.

**7. Resolution No. 146G – Supplemental Remuneration Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the request for supplemental remuneration for Mr. Paul McFarland to assist with the AFJROTC summer leadership school at the Citadel in Charleston, South Carolina June 9, 2019 through June 15, 2019 at the pay rate of \$403.80 per day (Exhibit A-6).

**8. Resolution No. 146H – Job Description**

Resolved, that the Board of Education of the Muhlenberg School District approve the Crossing Guard job description as submitted (Exhibit A-7).

**9. Resolution No. 146I – Spring 2019 Coaching Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the Spring Coaching Assignments for the 2018-2019 school year as submitted (Exhibit A-8).

**10. Resolution No. 146J – Completion of Probation**

Resolved, that the Board of Education of the Muhlenberg School District approve the completion of probation for the following classified employees (Exhibit A-9):

- a) Ms. Sandra Angstadt, Part-Time Library Assistant, Muhlenberg Middle School, completion of forty-five day (45) day probation as of January 22, 2019, and recommended for permanent employment as of January 23, 2019.
- b) Ms. Carly Billman, Cafeteria Assistant, C. E. Cole Intermediate School, completion of forty-five day (45) day probation as of February 6, 2019, and recommended for permanent employment as of February 7, 2019.
- c) Ms. Linda Lebron, Clerical Assistant, Muhlenberg Middle School, completion of forty-five day (45) day probation as of February 8, 2019, and recommended for permanent employment as of February 11, 2019.

**11. Resolution No. 146K – Guest Teachers for the 2018-2019 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of guest teachers for the 2018-2019 school year as presented (Exhibit A-10).

**12. Resolution No. 146L - Award Professional Employee Contract for Tenured Teachers**

Resolved, that the Board of Education of the Muhlenberg School District in accordance with Section 1121 of the Pennsylvania School Code of 1949 (as amended) and Act 66 of 1996, authorize awarding a Professional Employee Contract to the following teachers who have performed on a satisfactory basis for three years:

- |                           |                           |
|---------------------------|---------------------------|
| a) Mr. Tyler Adam         | h) Ms. Megan Migliore     |
| b) Ms. Carley Antosy      | i) Ms. Alicia Miller      |
| c) Ms. Shannon Ball       | j) Mr. Kevin Morton       |
| d) Mr. Taylor Charles     | k) Mr. Matthew Reiniger   |
| e) Ms. Juliana Ciccarelli | l) Ms. Gabrielle Santiago |
| f) Mr. Christopher Geddio | m) Ms. Kelcie Werner      |
| g) Ms. Catherine Leonhard | n) Ms. Morgan Williams    |
| h) Ms. Ashlan Luft        |                           |

**B. Management**

**1. Resolution No. 147 - Adoption of Policies**

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policies (Exhibit B-1):

100 Programs

- No. 103, *Nondiscrimination/Discriminatory Harassment – School and Classroom Practices*
- No. 103.1, *Nondiscrimination – Qualified Students with Disabilities*
- No.104, *Nondiscrimination/Discriminatory Harassment – Employment Practices*

200 Pupils

- No. 222, *Tobacco/Nicotine*
- No. 247, *Hazing*
- No. 249, *Bullying/Cyberbullying*

300 Employees

- No. 323, *Tobacco/Nicotine*

900 Community

- No. 904, *Public Attendance at School Events*

**2. Resolution No. 148 - School Calendar for the 2019-2020 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the School Calendar for the 2019-2020 school year as presented (Exhibit B-2).

### **3. Resolution No. 149 - 2018-2019 Snow Make-Up Days**

Resolved, that the Board of Education of the Muhlenberg School District approve the following snow make-up days for the 2018-2019 school year:

- a) February 18, 2019 – Make-Up day for school cancelation on January 29, 2019.
- b) April 15, 2019 - Make-Up day for school cancelation on January 30, 2019.
- c) April 16, 2019 – Make-Up day for school cancelation on January 31, 2019.
- d) April 17, 2019 – Make-Up day for school cancelation on February 12, 2019

### **4. Resolution No. 150 - Memorandum of Understanding Between Muhlenberg Township Police Department and Muhlenberg School District**

Resolved, that the Board of Education of the Muhlenberg School District authorize the Memorandum of Understanding Between Muhlenberg Township Police Department and Muhlenberg School District as in accordance with “Safe Schools Act”, PA School Code, Article XIII-A (Exhibit B-3).

### **5. Resolution No. 151 - Memorandum of Understanding Between Laureldale Police Department and Muhlenberg School District**

Resolved, that the Board of Education of the Muhlenberg School District authorize the Memorandum of Understanding Between Laureldale Police Department and Muhlenberg School District as in accordance with “Safe Schools Act”, PA School Code, Article XIII-A (Exhibit B-4).

## **C. Physical Plant and Transportation**

### **1. Resolution No. 152 - Sunday Facility Use Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Sunday Facility Use Request (Exhibit C-1):

- a) Healthy Kids Running Series Organization, use of the Muhlenberg High School practice field on Sunday, April 7, 14, 28, 2019 and Sunday, May 5 and 19, 2019.
- b) Muhlenberg Age Group Swimming/Diving Team, use of the Muhlenberg High School Pool on Sunday, February 3, 2019.

### **2. Resolution No. 153 - Middle School Power Outage Expenses**

Resolved, that the Board of Education of the Muhlenberg School District authorize payment to Twiford Electrical Service in the amount of \$40,792.81 for the cost of the emergency repair to electrical services at Muhlenberg Middle School (funding through Capital Reserve fund) (Exhibit C-2).

### **3. Resolution No. 154 - Release Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the release agreement between Gordon H. Bayer, Inc. and the Muhlenberg School District as presented (Exhibit C-3).

## D. Budget and Finance

### 1. Resolution No. 155 - Approval of Financial Reports

Resolved, that the Board of Education of the Muhlenberg School District approve the following financial reports and that they become part of the permanent record of the meeting (Exhibit D-1):

<b>Fund</b>	<b>Treasurer's Report</b>	<b>Financial Report</b>	<b>Bills Paid Month</b>	<b>Investments</b>	<b>Budget Transfers</b>
General	Dec 2018	Dec 2018	Jan 2019 Ck#44757-44998 V#25704-25764	Dec 2018	
Cafeteria	Dec 2018	Dec 2018	Jan 2019 Ck#6191-6240 V#2718-2722	Dec 2018	
Capital Reserve (Fund 32)	Jan 2019	Jan 2019	Jan 2019 Ck#841-845		
Capital Projects Fund (Fund 39)	Jan 2019	Jan 2019			
Activity	Dec 2018	Dec 2018			

### 2. Resolution No. 156 - Berks County Intermediate Unit Proposed Mandated Services Budget for the 2019-2020 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg School District approve the Berks County Intermediate Unit Proposed Mandated Services Budget for the 2019-2020 School Year at the district's share of \$43,619.98. (Exhibit D-2).

### 3. Resolution No. 157 - Open Student Activity Account

Resolved, that the Board of Education of the Muhlenberg School District authorize opening of an activity account for the Class of 2021 (Exhibit D-3).

### 4. Resolution No. 158 - Muhlenberg School District Summer Food Service Program

Resolved, that the Board of Education of the Muhlenberg School District approve the annual Muhlenberg School District Summer Food Service Program. Provided that it is fully funded by state and/or federal funding it shall operate annually. The program will operate Monday through Thursday for eight weeks. This year the program will run June 17, 2019 through August 8, 2019.

## **E. Education**

### **1. Resolution No. 159 - Conference Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference request (Exhibit E-1):

- a) Mr. David Luckenbaugh to attend the PMEA/NAFME State/All-Eastern Music Conference in Pittsburgh, PA on April 3, 2019 through April 7, 2019 at a cost of \$750 (funding through Music Department).

### **2. Resolution No. 160 - Certificate of Support Students**

Resolved, that the Board of Education of the Muhlenberg School District approve the enrollment of Certificate of Support Students, PA School Code 1302, for the 2018-2019 school year as listed (Exhibit E-2).

### **3. Resolution No. 161 - Tolling Agreement and IEE Contracts**

Resolved, that the Board of Education of the Muhlenberg School District approve the Tolling Agreement and IEE Contracts for Student #30425, tenth grade, Muhlenberg High School, as submitted (Exhibit E-3).

## **F. Students**

## **IX. Minutes**

### **Resolution No. 162 - Approval of Minutes**

Resolved, that minutes of the Committee of the Whole Meeting of January 16, 2019 and the Regular Meeting of January 16, 2019 be approved as submitted.

## **X. Old Business**

### **1. Resolution No. 163 - Appointment of TIF Committee Representatives**

Resolved, that Mr. Randall Madara, Mr. J. Tony Lupia and Mr. Mark Nelson be appointed as the TIF Committee Representatives for the Muhlenberg School District Board of Directors.

## **XI. New Business**

### **1. Resolution No. 164 - Tolling Agreement and IEE Contracts**

Resolved, that the Board of Education of the Muhlenberg School District approve the Tolling Agreement and IEE Contracts for Student #31660, eighth grade, Muhlenberg Middle School, as submitted (Exhibit G-1).

### **2. Resolution No. 165 - Change Order - Security Upgrade Project**

Resolved, that the Board of Education of the Muhlenberg School District approve the change order issued by CSI for the Security Upgrade Project to include five additional interior cameras, nine additional exterior cameras, six additional keypads and one additional keypad/card reader in the amount of \$12,237.59 (funded through Capital Projects) (Exhibit G-2).



### **3. Resolution No. 166 - Memoriam of Mr. Warren L. Kulp**

Resolved, that we remember the passing of Mr. Warren L. Kulp who served as a custodian in the Muhlenberg School District for ten (10) years (1995-2005). We honor his memory for his dedicated service to the school district and community.

Be it further resolved that we convey through this resolution our deepest sympathy to his family, and that this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

### **XII. Hearing of Visitors**

Presentation is limited to approximately two minutes per person. Should any citizen require more than the two minutes allocated, please contact the Superintendent prior to the meeting. He will coordinate such requests for the Board. Citizens addressing the Board should be aware that the meeting is being taped.

### **XIII. MSD/RMCTC Board Visitor of the Month**

February	Mr. Mark Nelson
March	Mr. John Love
April	Mrs. Cindy Mengle
May	Mr. Richard E. Hoffmaster

### **XIV. Review of Board Meetings and Calendar of Events**

February 6	7:00 PM	Committee of the Whole Meeting
February 11	6:30 PM	RMCTC Board Meeting
February 13	7:00 PM	Regular Board Meeting
March 6	7:00 PM	Committee of the Whole Meeting
March 11	6:30 PM	RMCTC Board Meeting
March 13	7:00 PM	Regular Board Meeting
April 3	7:00 PM	Committee of the Whole Meeting
April 8	6:30 PM	RMCTC Board Meeting
April 10	7:00 PM	Regular Board Meeting
May 1	7:00 PM	Committee of the Whole Meeting
May 8	7:00 PM	Regular Board Meeting
May 13	6:30 PM	RMCTC Board Meeting
June 5	7:00 PM	Graduation
June 10	6:30 PM	RMCTC Board Meeting
June 12	6:30 PM	Committee of the Whole and Regular Board Meeting

### **XV. Adjourn Meeting**

#### **Resolution No. 167 - Adjourn Meeting**

Resolved, that there being no further business to come before the Board, the meeting be adjourned.